

TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303

7:02 P.M. Selectmen's Meeting – November 14, 2011

Present: Chairman George Cummings, Selectman George Hashem and Selectman Bruce Johnson.

The Board signed the payroll and check manifests.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the Selectmen's Minutes of October 31, 2011 as written; seconded by Chairman Cummings and approved. Selectman Hashem participated in the non-public sessions only on October 31st.
- Selectman Hashem made a motion to accept the Selectmen's Minutes of October 31, 2011 – non-public session as written; seconded by Selectman Johnson and approved.
- Chairman Cummings explained the necessity to seal a portion of the non-public Selectmen's Minutes of October 31, 2011, which was voted on in Salisbury at the posted Selectmen's meeting on November 2, 2011 as opposed to immediately following the non-public session. Selectman Hashem then made a motion to accept these sealed minutes as written; seconded by Selectman Johnson and approved.
- Selectman Johnson made a motion to accept the Selectmen's Minutes of November 2, 2011 as written; seconded by Chairman Cummings and approved. Selectman Hashem was not present at this meeting.
- Selectman Hashem made a motion to do an interfund transfer of \$1,329 from the Legal line, account number 01-415301-320 to TH repairs and maintenance line, account number 01-419406-430 due to the added expense of rot repairs to the Town Hall after roofing job was completed; seconded by Selectman Johnson and approved.
- PO #37 for the Town Hall to Art Bourbeau for additional expenses for Clerk of the Works as approved at the 10/31/11 meeting in the amount of \$404.40.
- A letter to NH Department of Safety, Division of Motor Vehicles to acknowledge the acceptance of and to authorize the Town Clerk and Deputy Town Clerk to collect and remit to the municipality payment for boat fees.
- Sick leave slip for Mrs. Jones

The Board signed a vacation leave slip for Financial Administrator Wendy Pinkham.

The Board signed the following for Police Chief Robert Dupuis:

- PO #35 for the Police Department to Rose's Garage for muffler repairs to the 2005 Crown Victoria in the amount of \$410.
- PO #36 for the Police Department to North Country Grand Hotel for the Chief's Winter Conference in the amount of \$295.71.

Chief Dupuis advised the Board of the following:

- He was unable to provide a printed semi-monthly report for the Board as his computer is down. However, he reported about 30 calls for service in the last two week period.
- He inquired about bringing the full-time police applicant to meet the Board at the next meeting. He also advised that he had received an application after the original deadline and therefore did not process it for this reason. The Board decided to start the next Selectmen's Meeting at 6:30 P.M. to go through the usual list of Department Heads. The Board would then plan to meet the new candidate in a non-public session at 7 15 P.M. This meeting will be posted for a 6:30 PM start time.

Fire Chief Colin Colby advised of the following:

- There have been 133 calls to date; down from last year.

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B. G. Johnson

- There are three non-functioning dry-hydrants that he would like to have repaired. He thought he had someone willing to donate the equipment and have the Department personnel would do the work, but that did not work out. He will try to negotiate with Bob Lake to do all the repairs at a discount. Chief Colby indicated that he had money in the budget for the repairs as well as funds in a Capital Reserve if needed. There was discussion on what might have caused the failure of the dry-hydrants. Mary Smith inquired as to where the Department would draw water from while the Allen Road hydrant was out of service. Chief Colby replied that the trucks would go to the dry hydrant at Beaver Dam Brook.

Chief Colby presented the Department's proposed budget for 2012, which was down slightly from last year's budget. The Board accepted this, noting that nothing is final at this time. He also made a proposal to keep the Capital Reserves at the same level as last year. However, he is proposing that should the sale of the old fire truck bring in the anticipated \$25,000, he will request that that \$25,000 be put into the existing Capital Reserve from surplus as any funds from the sale must go into the General Fund first. There was a general discussion on the current demands of firefighters to be certified or recertified and how demanding it is of their time. There was discussion on the fire truck replacement schedule. Chief Colby indicated that the new trucks are expected to last 25 years as opposed to the usual 20 years. The next items up for replacement are the ambulance and the forestry truck. Chief Colby explained that an ambulance is more readily available than fire trucks, which are typically built to specification of the Department. The Department would also like to get a forestry truck with the extended cab in order to make it more practical to carry firefighters into the woods. When questioned about certification for the ambulance, he advised that it is certified every year.

Chief Colby is expecting bills for recently purchased batteries as well as some special cables that were made. He noted that Emmett Bean does the general maintenance work on the trucks, resulting in a significant savings, but sometimes it is necessary to take the trucks to Rose's Garage and bigger issues require taking them to Freightliner for repairs.

Selectman Johnson inquired about the status of the Fire Department's Mission Statement, which they were researching. Chief Colby indicated that it had not been found. Selectman Johnson has drafted a statement for the Fire Department's review and will forward this on to Chief Colby for consideration.

Sue Roman did not meet with the Board, as was expected, to discuss the proposed Warrant Articles regarding increasing the number of members and alternates to the Agricultural Commission. The Board agreed that there was no need for her to appear in person as they had no objections to the Warrant Articles. Mrs. Jones will notify Mrs. Roman to this affect.

7:47 P.M. Selectman Hashem made a motion to go into non-public session pursuant to RSA 91-A:3 II (a) regarding personnel issues as requested by Town Clerk Michele St. Jacques; seconded by Selectman Johnson. Roll call: Chairman Cummings – yes; Selectman Hashem – yes and Selectman Johnson – yes. Mrs. Jones was asked to join the Board.

8:18 P.M. Chairman Cummings reconvened the meeting. He advised that the Board discussed personnel issues and that the Board voted to seal the minutes.

The Board reviewed the Investment Policy as is required annually. The only amendment was to change the Exhibit page where the officials sign the document. This will be presented at the next meeting for the Board to vote upon and sign.

Selectman Hashem made a motion to accept the Website Policy as written by Selectman Johnson; seconded by Chairman Cummings and approved.

Selectman Hashem made a motion to accept the E-mail Policy as written by Selectman Johnson; seconded by Chairman Cummings and approved.

The Board discussed the pros and cons of having Webster's assessing information made available through Avitar Associates to those who pay a fee to Avitar. After discussion, Selectman Johnson made a motion to notify Avitar that Webster

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does not want to have their assessing information available on line through them; seconded by Selectman Hashem and approved. Mrs. Jones was requested to call Avitar and to advise them in writing as well.

Selectman Johnson gave an update on shared services, noting that the next meeting would not be until January 10, 2012 as the budget process takes precedent at this time. Chairman Cummings advised that the City of Franklin will attend the next meeting.

Selectman Johnson spoke with Steve Martin regarding the Town's need for a sound system. The approximate cost for a system and two wireless microphones is \$695. After discussion, Selectman Hashem made a motion to spend up to \$750, to come from the existing Office Equipment Capital Reserve established in 1994 for this purpose; seconded by Selectman Johnson and approved.

The budget figures will be entered into the budget sheets for the next meeting.

Chief Dupuis gave an update on the Police budget as follows:

- He is in hopes of having the State gas prices by December 1st.
- The cost for dispatch will remain the same.
- He has requested a price for services from the County Attorney.
- He advised that the SPCA in Penacook is closing and opening a facility in Dunbarton, which is much further to travel. He may talk to the City of Franklin regarding providing Webster with the services needed.

The office printer has not been functioning properly and Mrs. Pinkham had a price for a replacement through Twin Rivers Office Machines for around \$800. The Board requested that the office contact the surrounding towns of Andover, Boscawen and Salisbury to see if a better price were available if more than one was purchased. They also requested the staff to check with other vendors to see if there was a better price for the printer.

The Board set December 16th as the date to host a pot-luck Christmas Party. All those appointed or elected officials will be invited to attend.

The dedication of the 2011 Town Report was discussed. No final decision was made.

Chief Dupuis, noting that the office uses Mainstay Technologies, had a quote from them, with a breakdown of services to be provided, for the computer needs at the Police Department of approximately \$5,000. The Department has six computers with four networked. Selectman Hashem recommended a peer to peer system versus a dedicated server. Discussion ensued on the best solution. As there was a question regarding the IMC software used by the Police, Chief Dupuis will call to see which would be best for his purposes. No other decisions were made at this time.

9:08 P.M. Selectman Hashem made a motion to adjourn; seconded by Selectman Johnson and approved.

George C. Cummings, Chairman
BOS/jj

George K. Hashem

Bruce G. Johnson

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